



**HAMBURG TOWNSHIP
PARKS AND RECREATION COMMITTEE
REGULAR MEETING AGENDA
Hamburg Township Board Room
Tuesday, June 27, 2023 – 3:00 p.m.**

1. Call to Order
2. Pledge to the Flag
3. Roll Call of the Board
4. Call to the Public
5. Approval of the Agenda
6. Approval of the Minutes
 - A. May 30, 2023 - Regular Meeting
7. Correspondence
 - A. Hamburg Township Museum – June Newsletter
8. Current Business
 - A. Howell Recreation Organization – Field Use Discussion/Presentation
 - B. Livingston United Way – Reading Trail Program – Village Trailhead
9. Old Business

A. Parks & Recreation Master Plan/Pending Grants/Supervisor Report

1. Iron Belle Trail/Lakelands Trail Projects
 - Huron River free-span Bridge Grant – Update
 - MDNR Spark Grant #ARPA-0863 – Trailhead Improvements – Update
 - Ralph C. Wilson Trail Maintenance Grant – Zukey Footbridge – Update
2. Park Master Design Plan Concept – Spicer Group Agreement Pending
3. Bennett Park & Senior Center
 - Bennett Park & Water Trail Access Improvements #TF22-0107 – Master Design plan pending
 - LivCo ARPA Funding – ADA Accessible Patio Doors & Other Improvements - Update
 - HERO Grant - East Park Intergenerational Gathering Area – Proposed

B. Township Park Use Policy/Fee/Procedures

1. Park Facility Use Policy – No update
2. Park Fee Update – No update

C. Administrative Services

1. Township Coordinator's Report – June 2023
2. Senior Center Report – June 2023
3. Scholarship Request
 - a. East Michigan Panthers
4. Park Use Requests
 - a. Legacy Center – Powerade Tournament – August 19 & 20, 2023 – West Park Blackout

D. Special Projects

1. Baseball Dugout Renovation Project – Shingle Replacement – Repairs not adequate
2. Pickleball Court #3 – Update
3. RC Truck Track Proposal – Update
4. Bennett Park & Water Trail Access Improvements – (Report under Grants)
5. Scheduling & Invoicing/Donations – Quotes and Demos in process

E. Sponsorships/Volunteerism

1. Amenities and Beautification Committee
2. Community Clean-up Event – Final Report

F. Signage and Community Awareness

1. Wayfinding & Safety Signage – Update
2. Hamburg Historical Sign in Hamburg Cemetery – Sign Ordered, Dedication Date TBD

G. Risk Management (Insurance/ADA)

1. ADA Compliance in Parklands – ADA Coordinator Training Update
10. Call to the Public
11. Committee Comments
12. Adjournment

Pledge to the Flag





Hamburg Township Parks & Recreation

Hamburg Township Offices
10405 Merrill Rd., P.O. Box 157
Hamburg, MI 48139
(810)222-1124
www.hamburg.mi.us

Hamburg Township
Parks & Recreation Committee
Regular Meeting
Hamburg Township Hall
Tuesday, May 30, 2023
3:00 p.m.

1. Call to Order

Dolan called the meeting to order at 3:06 p.m.

2. Pledge to the Flag

3. Roll Call of the Parks & Recreation Committee

Board Members Present: Michniewicz (3:09 p.m.), Dolan, Muck, McCabe, Auxier

Board Members Absent: None

Also Present: Deby Henneman - Township Coordinator, Duane Hoeppner – Building & Grounds

4. Call to the Public

A call was made with no response.

5. Approval of the Agenda

Motion by Auxier, supported by McCabe, to approve the agenda with the removal of Howell Recreation Organization – Park Use Discussion, as they will be moving their presentation to June.

VOICE VOTE: Ayes: 4 Absent: 1 (Michniewicz)

MOTION CARRIED

6. Approval of the Minutes

Motion by Michniewicz, supported by Muck, to approve the minutes from the April 25, 2023 Regular Meeting, with the addition of clarification of discussion on Howell Recreation.

VOICE VOTE: Ayes: 4 Absent: 1 (Michniewicz)

MOTION CARRIED

7. Correspondence

Hamburg Historical Museum newsletter was received and filed.

8. Current Business

A. Howell Recreation Organization

Muck gave a recap of the proposal from Howell Recreation. He stated they are interested in expanding their programming offerings and are proposing a facility agreement to utilize our fields and help with field set-up. He stated they have a similar agreement with a group in Novi and staff does 2 field turnovers a week and garbage, and collect approximately \$11,000 per year for an April-June season.

B. Baseball Field Usage & Scheduling Concerns

Dolan suggested we do another de-briefing session with each of the clubs this fall to see how things are going.

Park Coordinator to reach out and arrange for PM joint meeting.

C. Portable Toilet Issues & other costs – Park Fee Discussion

Hohl suggested the Officials and Township Coordinator meet to discuss the budget as it relates to fees, and bring a proposal back to the committee.

Henneman is working on gathering bids for scheduling software and seeking out scheduling solutions. Working with Accounting to also find solutions for donations.

9. Old Business

A. Parks & Recreation Master Plan/Pending Grants/Supervisor Report

1. Iron Belle Trail/Lakelands Trail – Supervisor Update

Hohl stated that bridge for the railroad is being built and we will get the research on mussels. He stated the Huron River bridge is about a 1.5 million dollar project.

He stated all of the ARPA funds given to the Township have been allocated.

Muck mentioned public improvements could qualify for a Keep MI beautiful award, and to let him know if there are any projects we would like to have considered.

- Huron River free-span Bridge Project – Update above
- MDNR Spark Grant – ARPA-0863 – Deadline 6/2023
 - i. Lakelands Trail Restroom & Amenities Project
 - ii. Proposed \$700,000 request/\$100,000 match
 - iii. Drafting in house by Coordinator/Spicer Group assist

Henneman reported the grant is moving forward, and she will be starting on the draft ASAP.

- Ralph C. Wilson Jr. – Trail Maintenance Grant – Zukey Lake Footbridge – Award by 8/1/23
 - i. \$100,000 request/\$40,00 match
 - ii. Drafted in house by Coordinator

2. Master Design Plan – Spicer Group to design concept plan for entire park including “Park within a Park” concept for West Park Improvements (See grant)

3. Bennett Park & Senior Center – Coordinator Update

- TF22-0107 Bennett Park & Water Trail Access Improvements – Master Design plan pending
- LCCOA Grant – ADA Accessible Patio Doors & Other improvements – Awarded

Dolan reported on project and the funding received. Project will include 2nd set of Accessible Patio Doors, New Flooring, New Chairs, and room dividers.

- HERO Grant – Intergenerational Play Area Concept – Discussion took place regarding concerns with parts to the games and how they would be distributed. Concession stand improvements were discussed to accomodate vending machines, and ADA restroom facilities.

B. Township Park Use Policy/Fee/Procedures

1. Park Use Policy updates – No updates
2. Park Use Fees – When reviewing fees, additional charges for the Township arranging for portable toilet and garbage service will be investigated. The other alternative will be requiring that the Township vendor be used, and that user comply with suggested units based on the chart provided by the portable toilet vendor.

C. Administrative Services

1. Park Coordinator's Report – May 2023 – Report received and filed
2. Senior Center Report – May 2023 – Report received and filed
3. Scholarship Request – None
4. Park Use Requests - None

D. Special Projects

1. Baseball Dugout Renovation Project – PHBSA repairs inadequate, B&G will make further repairs
2. Pickleball Court #3 – Is complete. Windbreakers and gates are ordered. Ribbon cutting TBD.
3. RC Car/Truck Track proposal – MOU needs to be signed, then final proposal will come to Parks Committee for recommendation and budget to the Township Board. No further update.
4. Sledding Hill (RC Field) – No update
6. Bennett Park & Water Trail Access Improvements – Pending Master Design
7. Scheduling Software/Invoicing and Donations – Digital Options – Bids being gathered.

E. Sponsorships/Volunteerism

1. Amenities and Beautification Committee – No report
2. Community Clean-Up – Recap Report

F. Signage and Community Awareness

1. Wayfinding & Safety Signage – Municipal Entrance sign installed
2. Winans/Hamburg Historical Marker – Hamburg Cemetery – New Marker Coming Soon. Ribbon Cutting will be arranged with State of MI and Historical Museum.

G. Risk Management (Insurance/ADA)

1. ADA Compliance in Parklands – No updates

10. Call to the Public

A call was made with no response.

11. Committee Comments

None

12. Adjourn Meeting

Motion by Auxier, supported by Michniewicz, to adjourn the meeting.

VOICE VOTE: Ayes: 5

MOTION CARRIED

Meeting adjourned at 4:05 p.m.

Respectfully submitted,



Debra Henneman
Township Coordinator
Parks, ADA, Grants, Ordinances

Next meeting: Tuesday, June 27, 2023 – 3:00 p.m

No
Information



P.O. Box 272
7225 Stone Street
Hamburg, MI 48139
810-986-0190
hamburgmuseummichigan@outlook.com
<https://hamburgmuseum.org>



BOARD OF DIRECTORS

Karl Bangert
President
Carrie Schulz
Vice President
Suzanne Hines
Sec/Treasurer
Pat Corr
Membership
Alice Winkelman
Della Copp

MUSEUM HOURS

11 am - 3 pm
Weds. & Sat.

ADMISSION

\$2 Adults, \$1 Children
18 and younger.
Members Free.

The Wave

Newsletter of the Hamburg Township Historical Society - June 2023



The travel season is here, and we're excited to let you know that HTHS members can now visit participating museums around the country as part of the Time Travelers program.

Time Travelers is a free reciprocal membership network for historical museums, sites, and societies throughout the United States. It includes 18 museums around Michigan and nearly 400 museums nationwide. Hours of operation and benefits vary by location. Many include free admission, gift shop discounts and more.

To access the full list of participating **Time Traveler** organizations go to <http://timetravelers.mohistory.org/> and scroll to the bottom of the page. Your HTHS membership card is required to access the benefits.

If you have not yet joined the Hamburg Township Historical Society, choose one of these easy options. To join online go to <https://hamburgmuseum.org/membership/> and your membership card will be mailed promptly, or use the form at the bottom of this newsletter to join by mail-in or walk-in.

Time Travelers is your passport to a variety of membership benefits at historic sites across the U.S. ENJOY!



Thank you to Katie Carlisle from Huron-Clinton Metro-parks for sharing her knowledge of invasive plants during the May 20th learning session, first session at the new HTHS Learning Center.

WHY IS HISTORY IMPORTANT?

There are many and varied answers to this question. Because you are reading this newsletter, one or more of the reasons for learning and appreciating history no doubt applies to you.

In the next few newsletters we will share insights on the importance of history and its role in our everyday lives.

The past creates the present. Our modern world exists because of events that happened long before our time. Only by understanding those events can we know how we got here and where to go next.

History helps us understand change. History is full of transitions that have altered the world's story. When you build your knowledge of history, you understand more about what created our present day society.*

*MOOC.ORG, Dec. 2021

**HELP US
PRESERVE AND
PRESENT
THE HISTORY
OF HAMBURG.
JOIN THE
HISTORICAL
SOCIETY!**



HTHS ANNUAL RUMMAGE SALE *Donations now being accepted*

Bring your donation items to the museum during open hours Wednesdays or Saturdays 11a.m -3pm or leave them at the welcome area near the front door. Donations will be brought inside daily. Please no clothing, magazines, or holiday decorations.

***Mark your calendars for the sale
Saturday, July 22, 9 a.m-3 p.m.***

MARK YOUR CALENDAR

June 28

NOTE: In last month's newsletter we listed the Hamburg Village Walking Tour for this date.

This event is being
rescheduled to early fall.

July 22

9 a.m.-3 p.m.

ANNUAL RUMMAGE SALE
Indoors-no rain date!

STEP RIGHT UP – BE PART OF THE ACTION!

The Hamburg Historical Museum needs volunteers. If you volunteer, it doesn't mean writing off a day or more every week or month. It's a commitment to be available to help with a project or event or lending us your special knowledge, skills or talents when needed. It's a way to serve your community on your schedule. For more information or to sign up call 810-986-0190 or email hamburg-museummichigan@outlook.com

Name _____ Date _____

Address _____

City _____ State _____ Zip _____ Phone _____

Email address* _____

ANNUAL DUES

_____ Individual \$20.00 _____ Dual \$25.00 _____ Family \$30.00

_____ Business \$50.00 _____ Life \$300.00 (one lifetime payment)

*ADD \$12 to receive paper newsletters via USPS; email copies are free.

Please make your check payable to the Hamburg Township Historical Society. Mail it with this form to P.O. Box 272, Hamburg, MI 48139 or drop it off at the museum at 7225 Stone Street during visiting hours.



5/17/2023

To: Supervisor Hohl and the Hamburg Board of Trustees

From: Tim Church, Executive Director Howell Area Parks and Recreation Authority

Re: Introduction and Discussion for future programming partnership

Hello Everyone,

I wanted to take a minute to introduce myself and give you a little more information regarding a programming partnership with Hamburg Township and the Howell Area Parks and Recreation Authority.

My name is Tim Church, I lived in Livingston County my entire life, I grew up with local recreation programs in Brighton along with beginning my career at SELCRA under Jeff Muck. I have been with the Howell Area Parks and Recreation Authority (HAPRA) for the past 12 years and I have been the Executive Director for the past 6 years. I believe keeping affordable recreational opportunities for ALL abilities and ages is important for the continual growth our communities. It was brought to my attention by Jeff Much that there is the need for affordable recreation in Hamburg Township and that you have the facilities to house these programs. Hamburg Township and HAPRA can bring those affordable recreational opportunities back to the residents of Hamburg Township and the surrounding area by utilize the facilities to program activities. HAPRA would look to bring programs such as youth soccer or flag football, family activities that revolve around holidays and much more. We want to get to know the needs and wants of your community members to best serve them. Program registration would all be handled with Howell Recreation as well as the expenses to put on the event. We would only be looking for a field use agreement with Hamburg Township that would allow for us to do so. This is a brief overview of what this partnership could look like and I plan on being in attendance on May 30 to talk at your next meeting to answer further questions and to see if this is the type of partnership that Hamburg Township would be interested in.

Thank you for your time and I look forward to meeting you all on May 30th , 2023

Tim Church

Executive Director

Howell Area Parks and Recreation Authority

Livingston County United Way brings together a group of women who work to help our Community “Grow Great Kids!” Women United was formed in 2019 and over the last few years has focused on building Reading Trails for the children in our Community. Each reading trail is made up of enlarged story pages and illustrations set into a series of weather proof signs along with mini activity instructions for the children to enjoy as they move from page to page. Once the children complete the walk, they will have read an entire book and learned some new facts!

This summer we added one new permanent trail in the county. Permanent trail locations were:

- Settler’s Park in Hartland – Buzzy the Bumblebee
- Fowlerville Community Park in Fowlerville – Grady the Goose
- Genoa Township Hall Walking Trail in Brighton – Stranger in the Woods

These trails are installed the first week of May and removed by the end of September. Over these 22 weeks, we averaged 25 children a week at each trail. This means 1,650 children read a story this summer. The women have also created four story boards for a moveable trail. Starting in April, they took the moveable trail to 10 events throughout the county and had 2,155 children read at one of these events. The Permanent Reading Trails are sponsored by Hartland Insurance Agency, Katie Pikkarainen State Farm Insurance and Bank of Ann Arbor. Thank You for making a difference in our community!

If you have any questions about the Reading Trails or Women United, please reach out to Anne Rennie at arennie@lcunitedway.org or (810) 494-3000.



WOMEN UNITED WORLDWIDE

2002
FOUNDED


165+ U.S. COMMUNITIES

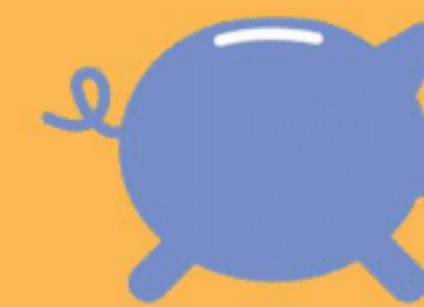

PRESENT IN 6
COUNTRIES WORLDWIDE


70,000+ WOMEN LEADERS

Women have raised more than \$1.5 billion-outpacing all other United Way affinity groups in donor growth and giving.

WE'RE DIFFERENT

FUNDRAISING



To support existing reading programs and our local teachers.

MOTIVATION & ENGAGEMENT



We're raising our voices, rolling up our sleeves, and leaving our fingerprints on a legacy of change that benefits everyone.

UNITED WAY
WOMEN UNITED
LIVINGSTON COUNTY
GROWING  great  KIDS

lcunitedway.org | 810-494-3000



Support Livingston County children of all ages through philanthropy & volunteerism.

WOMEN UNITED LIVINGSTON COUNTY



There is a moral and economic imperative to better prepare our children to succeed in school and in life.



We concentrate our energies in areas where we can show measurable results and bring positive change.



Goal: Over the next 5 years Women leaders in Livingston County will help to measurably increase 3rd grade reading proficiency.



Women United Livingston County officially launched on June 6, 2019.

Women United of Livingston County supports:

- Learning environments that align with the Essential Practices in Early and Elementary Literacy
- Building awareness of the importance of reading.
- "Talking is Teaching" Community Campaign.
- Other local programs and initiatives which are deemed appropriate for Women United's "Growing Great Kids" focus.

Village Trailhead Property

Respite with Companion Seating and Free Little Library

Adjacent to Winkelhaus Park



Respite with companion seating, and Free Little Library, which is registered on the Worldwide App

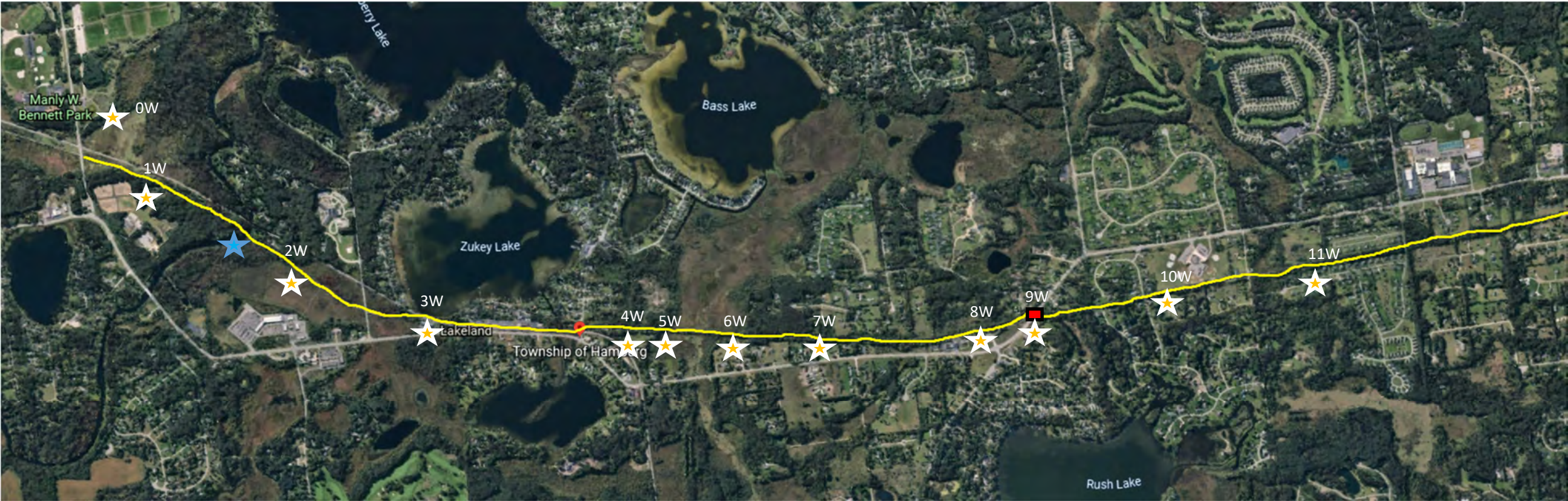


The area below is just past the existing parking (facing west), which has road blocks present, which people go around to park. More parking is proposed with the Spark Grant app.



This view is with the parking behind (facing east) showing the Free Little Library in the distance. Area to the left is proposed additional parking, then restroom/pavilion leading to the already completed respite.

Mike Levine Lakelands Trail—Suggested Memorial Bench/Tree sites—West (Merrill Rd. to Township Border with Putnam)



0W—Top of incline on path leading up to Merrill Trailhead— **MEMORIAL BENCH installed—Stahl 2023**

1W— Boy Scout Respite Area—Space available for 2 Benches, Room for poured pad & **little library** (Room to expand respite also)

2W— Chilson Commons Boardwalk—**MEMORIAL BENCH installed—Stahl 2023**, Room for poured pad & **little library**

3W— Behind Carpet Depot— **MEMORIAL BENCH installed near RR Tracks**, 1 Bench also planned behind building near Zukey Footbridge

4W— West of Kress, near Trains Off Line sign, left side—Space available for poured pad and 1 Bench, Room for **little library**

5W— Just beyond Trains Off Line sign on right heading west, there is a pad in place—Space available for 1 Bench

6W— Just East of Mile Marker 4.5 with view of wetlands—**MEMORIAL BENCH installed—Neilsen 2023** Space available for **little library**

7W—Near Mile Marker 4.0 by Hitting The Road sign,- Space available with need for Bench to be replaced (transfer Hazelman 2006 Memorial sign to post) , Room for poured pad & **little library**

8W—Behind Fire Station 11— **MEMORIAL BENCH installed—LCCOA & Hamburg 2022**, there is space available for 1 tree. **There is also a bike repair station here.**

9W—Pettysville Trailhead—Space available for 1 Bench to be replaced (transfer Memorial sign to post) , room for poured pad & **little library**

10W - Just West of Anacapa Bay—Space available before Mile Marker 3.0 - room for 1 Bench, with poured pad, with Room for **little library**

11W—Just West of the HayCreek Bridge—Space available for 1 Bench and poured pad, with Room for 1 Memorial Tree



M-36 Tunnel

Huron River Footbridge



Mike Levine Lakelands Trail—Suggested Memorial Bench/Tree sites—East (Merrill Rd. to Township Border with Green Oak)



- 1E— Mile Marker 7—**MEMORIAL BENCH installed—Stahl 2023**, Room for a **little library**, is in need of shade so tree also?
- 2E— Just before Hamburg Rd.—Space available for bench overlooking water, post mount.
- 3E— Village Trailhead **MEMORIAL BENCHES and TREES installed— Stahl 2022**—More features could be added to this respite (plans for picnic shelter and additional parking in Master Plan) **little library added 2023**
- 4E— *Space east of Village Trailhead too narrow for benches and turns into Green Oak portion of the trail*

★ Winkelhaus Park
Little Library at Village Trailhead maintained by Hamburg Library and the Mielke Family—2023



Grant: Spark Grant (MDNR) - #ARPA-0863

Deadline: 6/23/23

Website: <https://www.michigan.gov/dnr/buy-and-apply/grants/rec/sparkgrants>

Suggested Match: *Values in Excess of 1,000,000 request & legacy maintenance costs*

Trailhead	Restroom Options All Sites
Village Trailhead (Downtown Hamburg)	
Improvements Include:	
Universally accessible restroom	Pre-fab building connection to sewer - flushing toilets and sinks on municipal system or
Extension/upgrade of Parking lot	No Sewer - Vault toilet system with sink/solar power capability
Accessible Pathways to features	
Bike Repair Station	Construction ideas:
Garbage/Recycle Cans	
Bike Racks	Wooden Frame with Shingle or Steel structure with metal roof
Recycled material Picnic Tables (6)	Features may include:
Picnic Pavilion on Accessible Surface	
	Timed Locks for Restrooms Exterior Surveillance System

Merrill Trailhead (Across from Twp. Hall)

Improvements Include:

Universally accessible restroom
Upgrade of Parking lots
Accessible Pathways to features
Bike Repair Station
Garbage/Recycle Cans
Bike Racks
Recycled material Picnic Tables (2)

Pettysville Trailhead (M-36/Pettysville)

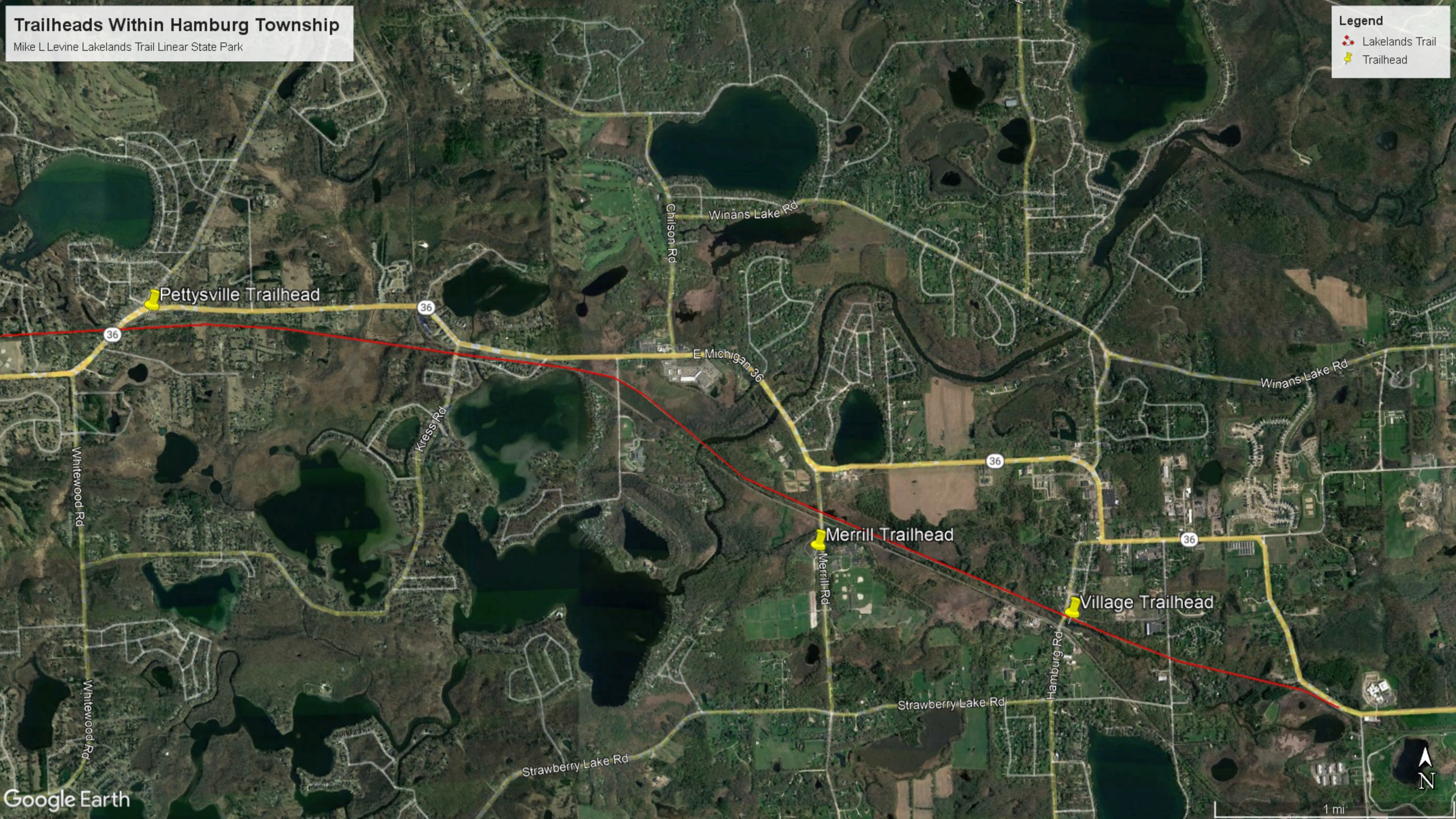
Improvements Include:

- Universally accessible restroom
- Upgrade of Parking lot
- Accessible Pathways to features
- Bike Repair Station
- Garbage/Recycle Cans
- Bike Racks
- Recycled material Picnic Tables (2)

Gravel Lot Improvements/Extensions

- Gravel Upgrades for 3 Trailheads - Extension of parking suggested for Village Trailhead
- Dust Control & Grading maintenance schedule
- Accessible pathways to all features
- Asphalt ADA spaces to comply with standards

Wayfinding signage to be installed by applicant at each location



Trailheads Within Hamburg Township

Mike L Levine Lakelands Trail Linear State Park

Legend

 Lakelands Trail

 Trailhead

Mike Levine Lakelands Trail Zukey Lake Footbridge & Amenities Project

Project Dates: 6/1/23 to 9/30/24





Hamburg Township Offices
10405 Merrill Rd., P.O. Box 157
Hamburg, MI 48139
(810)231-1000
www.hamburg.mi.us

To: Township Board of Trustees

From: Deby Henneman, Township Coordinator, Parks, ADA, Grants, Ordinances

Re: Township Coordinator's Report – June 2023

Parks:

Spicer will be providing a proposal for the 2023 Parks and Recreation Master Design plan which will include the concept plan for H8 and the Adult Workout. It will also include the scope items from approved Grant #TF22-0107, as well as ADA compliant pathways leading to the Outdoor Patio area at the Senior/Community Center. The plan will be presented to the Board for final approval and used for future Grants, Project Development, and Management.

I have met with a few scheduling and invoicing developers for Parks, and have a few more meetings scheduled for July. I hope to complete the meetings/demos with vendors in the next few weeks, then bring back some suppliers to present to both Accounting and the Senior Center to have their questions answered. I will be meeting with the Supervisor, Clerk, Treasurer, and Accounting Director in July with regard to the fee schedule and any changes proposed will be relayed at our next meeting.

The revisions to the Parks Policy and Procedure Manual have been delayed once more. I hope to have this project completely done by the end of this calendar year.

ADA

I have completed half of the CEUs required for the ADA Coordinator Program, and will be continuing my education with available on-line courses and webinars.

It is my goal to have all inspections of completed ADA Transition Plan items done by the end of July.

Wayfinding signage and compliant entries/parking spaces are top priority for the upcoming fiscal year. That is one of the scope items on the Spark Grant we have applied for.

Grants:

The 2022 Trust Fund Grant application #TF22-0107 is pending the Agreement, which will come to the Township Board to execute.

The 2023 Ralph C. Wilson, Jr. – Trail Maintenance Grant #IG-202324346 was filed 5/12/23.

The 2023 AARP Challenge Grant – for the Senior/Community Center – was denied.

2023 Livingston County ARPA Funding – Senior/Community Center – Outdoor Patio ADA compliant access doors, new chairs for the building, new flooring, and moveable wall are planned for the 23/24 FY.

Ordinances

Internal Policy & Procedure for Zoning & General Ordinance updates is on hold.

Ordinances can be found at:

[https://library.municode.com/mi/hamburg_township_\(livingston_co.\)/codes/code_of_ordinances](https://library.municode.com/mi/hamburg_township_(livingston_co.)/codes/code_of_ordinances)

Other projects:

- Create Counter “Cheat Sheets” for all Township Coordinator functions ie:
- Organize and Scan all archive files into Docuware System
- Social Media
 - Policy Development and Handbook
 - Schedule FB Page posts a month out for all Township pages
- Hamburg Cemetery Historical Plaque – Installation/Ribbon Cutting TBD



June 13, 2023

To: Parks and Recreation Committee
From: Julie Eddings, Senior Program Director
Re: Senior Center Director's Report

April Statistics:

- Monthly Attendance: 2502
- Daily Average: 119
- Transportation Daily Average: 18
- Number of New Members: 19

Upcoming Closures:

- July 4 for Independence Day

Programming:

- Chair Massage on Mondays
- Sign Language Class on Tuesdays
- Chair Volleyball on Fridays
- Patio BBQ's on Friday, June 9 and June 23
- Card Making with Sharon on Tuesday, June 13
- Livingston County Catholic Charities Elder Abuse Trivia on Wednesday, June 14
- Pampered Chef Fundraiser on Friday, June 16
- Brookdale Craft on June 21
- Spelling Bee on June 22
- Lunch Bunch to Red Balloon Saloon on June 28
- Bingo Blas on June 30
- Sock Hop Patio on July 7
- Identity Theft Talk with Catholic Charities on July 10
- AARP SmarK Tek Driving Class on July 12
- Acrylic Paint Class on July 14
- Hamburg History Bus Tour on July 19
- Quarter Bingo on July 28
- Post Retirement Finance Presentation on August 16
- Kensington Boat Trip on August 24

Other Information:

- Senior Advisory Board Meeting will be held on July 12 at 10:00 am at the Senior Center.

**East Michigan Panthers
5574 Richardson Rd.
Howell, MI 48843
(586) 224-0114**



May 22, 2023

To Whom It May Concern,

I would like to request a scholarship for one family involved in our Spring Competitive Soccer Season.

We are an approved group which practices and holds HOME games at Bennett Park West. We keep fees as low as possible, but we have families that sometimes still have financial need.

This family has three [REDACTED] participating: one on each of our teams: Junior High, Junior Varsity and Varsity.

The [REDACTED] lives at [REDACTED] Pinckney MI 48169.

Our Varsity fees are \$310.

Our Junior Varsity fees are \$210

Our Middle School fees are \$180.

I am requesting \$150 for each of the two JV/Varsity [REDACTED] players and \$75 for the Junior High player for a total of \$375.

[REDACTED]

Our website is www.empanthers.com . Our organization is (STILL) striving to create its own Scholarship Fund. We are newer and very grass roots such that any season overages come out of our personal family funds (Marshall Family). As we move forward, we are focused on trying to accumulate funds to offer families. At this point, the only help we offer is for a family to make installment payments throughout the season.

Thank you for your consideration!

Sincerely,

Kathie Marshall

Administrator
586-224-0114



Hamburg Township Parks & Recreation

Hamburg Township Offices
10405 Merrill Rd., P.O. Box 157
Hamburg, MI 48139
(810)222-1124
www.hamburg.mi.us

Hamburg Township Clean-Up Event 2023 Project Final Report

To: **Hamburg Township Board of Trustees**

From: **Township Coordinator**

Date: **June 8, 2023**

Re: **Hamburg Township Clean-Up Event – April 22, 2023**

This year's event took place on April 22, 2023, and held from 9 a.m. to 3 p.m. We had volunteers, as well as staff members present for the day, and the flow of traffic was steady even with the rain (and hail). I am happy to report that the event was a success and we hope to expand our offerings in 2024.

The Document Shredding portion of the event was a big hit and the vendor was amazing to work with. Residents really appreciated being able to watch their documents shredded on site and securely. Special thanks to Deputy Clerk Mary Kuzner for coordinating that effort!

Budget Breakdown (5,000, request was 6,000):

Item:	Cost
<ul style="list-style-type: none">• Scrap Metal (Padnos donated dumpster & paid for metal)	\$ -\$815.85
<ul style="list-style-type: none">• Rubbish (Monroe's)<ul style="list-style-type: none">○ 5 - 30 yard for Garbage, Compost○ 1 - 20 yard for Tires	Included \$ 3,110.00
<ul style="list-style-type: none">• On-Site Document Shredding – Electrocycle)	\$ 850.00
<ul style="list-style-type: none">• Shirts for Volunteers (Have enough left for next year's event)	\$ N/A
<ul style="list-style-type: none">• Water (3 cases donated by Advance Water)	\$ N/C
<ul style="list-style-type: none">• Donuts/Lunch/Coffee/Ice for Volunteers	\$ 89.35
<ul style="list-style-type: none">• Printing/Marketing/Social Posts	In House
Sub-Total:	\$ 3,233.50
Payroll for Staff (B&G, Clerk, Park, etc.)	\$ 904.28
Grand Total:	\$ 4,137.78

These are some of the larger items we keep tabs on:

Clean Up Day Item Tally							
2018	2019	2020	2021	2022	2023	2024	Item
		None	None	2	1		Basketball Net
	5	None	None	4	3		Beds
9	7	None	None	2	7		Bicycles
	6	None	None	2	3		Coffee Tables
9	7	None	None	4	1		Couches
	8	None	None	5	4		Doors
	7	None	None	4			Dressers
		None	None	2			Drywall
	8	None	None	None	8		File Cabinets
		None	None	1			Fire Pit
7	10	None	None	4	8		Gas grills
3	3	None	None	None	2		Hot H2O/well tanks
	4	None	None	1			Humidifier
2		None	None	None	3		Ladders
6	5	None	None	3			Lawnmowers
31	19	None	None	8	6		Mattresses
		None	None	1	6		Microwave
		None	None	1			Mower Deck
	10	None	None	3			Office Chairs
		None	None	10			Patio Chairs
3	1	None	None	None			Pontoon boat seat sets
	3	None	None	None	3		Propane Tank
3	3	None	None	2			Refrigerators
		None	None	1			Snowmobile
	4	None	None	1			Stoves
		None	None	1			Surf Board
6	5	None	None	25	88		Tires (2023 - large truck tires)
		None	None	6	1		Toilets
	5	None	None	1	6		Treadmill
	5	None	None	1			Vacuums
4	3	None	None	4	3		Wash machines, dishwashers
	1	None	None	None	3		Well Pump
	2	None	None	5			Wheelbarrows

Notes to consider:

Next Year's event is proposed for: April 20, 2024

- I recommend a **\$6,000** budget for a similar event in the 23/24 FY
- We may need more shirts to cover the volunteers for the 2024 Event
- More volunteers are needed in order to do clean-up in parks and on trail
- Supply bags work out great to hand to volunteers walking the trail, may need more
- Baseball's clean-up was the same day, they did better on directions
- Wayfinding signage directing traffic one way should be considered
- **Hazardous Waste Collection is recommended for 2024 Event**
- **Electronics Collection would be another recommendation, there were requests**



Hamburg Township Offices
10405 Merrill Rd., P.O. Box 157
Hamburg, MI 48139
(810)231-1000
www.hamburg.mi.us

Memorandum

Date: June 14, 2023

To: Parks & Recreation Committee

From: Deby Henneman, Parks Coordinator

Re: PowerAde Invitational Tournament 2023

Legacy Center – Manly Bennett Park – Entire West Park with request for East Park Football Field usage – 100% of fields (blackout)

Dates of Event: August 19 & 20, 2023

We are in receipt of a Park Use Application from the Michigan Alliance for use of all Soccer Fields in Manly Bennett West for the PowerAde Invitational Soccer Tournament to be held on the captioned dates. The anticipated hazard level is Medium, but all charges will be based on the recommendation from Public Safety. This group will be charged as a non-partnering user group.

The applicant will be in charge of requesting additional portable toilets as well as dumpsters for this event, and all charges incurred for these services. They will also be expected to have all additional facilities removed by the Monday of the following week and will be charged for any damages incurred to the premises due to their event.

Should the Parks & Recreation Committee recommend approval of the application, it should include a contingency that a Certificate of Insurance naming Hamburg Township as Additional Insured be provided, that the user be charged a \$500 non-refundable hold the date deposit and charged for use less deposit based on fee schedule, that the Clerk Department be provided all requested documents to their satisfaction, that the Concession vendors supply a Certificate of Insurance and proof of Food Service license, if applicable, subject to a Vendor Inspection by the Fire Marshal, and that a recommendation from the Public Safety Committee be received prior to requesting the Township Board's approval.



Hamburg Township Manly Bennett Park
Park Use Application

P.O. Box 157
10405 Merrill Road
Hamburg, Michigan 48139-0157
(810) 231-1000 Office X-218
(810) 231-4295 Fax

And Release of Liability & Indemnification Agreement
(Application must be submitted 60 days before requested use)

Applicant Information:

Event Sponsor (or name if family or individual use): _____

Name of Event: 2023 Powerade Invitational Soccer Tournament

Type of Event: Soccer Tournament Park Use Category #: 4 - Event Use

Applicant Name: Legacy Center Sports Complex

Date(s) of Event: August 19 - 20, 2023 Time(s) of Event: 8:00 am - 8:00 pm

Applicant Address: 9299 Goble Drive Suite or Apt #: _____

Applicant City: Brighton State: MI Zip: 48116

Contact Person (present during use): Gretchen McKernan

Contact's Affiliation with Applicant: Administrator/Tournament Director

Contact's Phone: 810-231-9288/734-260-1907 Contact's E-Mail: gmckernan@legacycentermichigan.com

Event Co-applicant, if any: Michigan Alliance

All Co-applicants must also sign all applications and waivers.

Co-applicant relationship to Applicant: _____

Co-applicant's phone: _____

Insurance Information:

Insurance Carrier: USI Insurance Services

Certificate of Insurance must be provided by all applicants as outlined in Appendix B in the Park Facility Use Policy.

Policy #: _____ Expiration Date: 9/1/2023

Limit of General Liability: \$1,000,000 Occurrence \$5,000,000 Aggregate

Umbrella Coverage Limit (if any): \$5,000,000 Occurrence \$5,000,000 Aggregate

Event Description: *(any information that doesn't pertain to your event please indicate not applicable)*

Please describe the event you propose to host: Youth soccer tournament for players age 7 - 18.

Total Number of participants/spectators/guests anticipated during event: 2500

Average of participants/spectators/guests anticipated at any given time: 1500

Site of Proposed Event; include all areas of the parklands that will be used: West Bennett Park

Include site plan drawing reflecting all areas of the Township Park and recreational facilities the event will effect

Will there be camping and trailer facilities? If so, are overnight stays anticipated: No

Number of Volunteers: 50

Please attach copy of Volunteer Handbook if applicable

Are Volunteers trained?: Yes

Will tents be used?: Yes

If so, please indicate locations: Along walkway, as in past years

Under no circumstances are tent stakes to be driven into asphalt surfaces. Tent locations must be pre-approved.

Will admission be charged? If so, how much: No

Parking fee charged? If so, how much: No

Valet service available? No

Will Food/Beverages be served? If so, types of food and name of persons serving: Yes, by licensed vendors

For anything other than pre-packaged foods, Concession Application, Health Department License and Products Liability coverage is required.

Will there be Fireworks or any other pyrotechnic display? If so, describe: No

Insurance requirements to be established during the event review process as stated in Appendix B of the Park Facility Use Policy.

Will there be any animals present? If so, describe: No

Pets are not allowed in Parkland during events. Service Dogs are allowed with proper certification.

Will there be Amusement rides or games? If so, describe: No

Insurance requirements to be established during the event review process as stated in Appendix B of the Park Facility Use Policy.

Will there be a need for vehicles to be used on Township grounds? If so, describe: Golf carts, for injuries and to transport elderly family members

Personal vehicles require proof of Auto Liability based on the description of use and areas needing to be accessed during event.

Will there be a need for Emergency Responders over and above what is included in the Public Safety Fee? If so, describe: No

Hamburg Township reserves the right to require private security and/or emergency responders be present during any event.

Specific services required from the Township, if any: Just regular mowing

Other information regarding your event that you feel may be helpful: _____

Organized Sports and/or Sporting Events:

Please indicate type of sports event: ☐ Regular Season (Games/Practices) ☒ Sports Tournament ☐ Other

If Tournament or other event, complete Event Description on Page 2 and provide additional details, if any:



To help with traffic control, one way entrance and exit will be enforced into the park, entering from the north

and exiting to the south. Volunteers will be staffed in the parking lot to help direct families to available parking

spots. The parking lot will also be striped, to help maximize the number of available parking spots.

Also, additional handicapped parking spots will be marked close to the fields.

Release of Liability & Indemnification Agreement

The approval of this park use request is contingent upon receipt of all requested information, review process of the Hamburg Township Parks & Recreation Committee, and approval of the Hamburg Township Board. The applicant may be required to provide additional information as is deemed necessary by the Parks & Recreation Committee and/or Township Board, and may be required to meet with the Parks Administrator and/or Parks Coordinator to supply additional information or to answer questions. If the Park Use Application is received less than 60 days prior to the requested event date, the Parks & recreation Committee and Township Board may process the application, however, the application fee may be increased in an amount to be determined by the Parks & Recreation Committee and/or the Township Board.

The undersigned acknowledges that he/she/they are authorized to sign this application on behalf of the applicant and that he/she/they have received a copy of all documents relating to the use of the park and recreational facilities including the Hamburg Township Park Facility Use Policy Rules and Regulations.

In further consideration of entering into this agreement, to the fullest extent permitted by law, the Applicant agrees to defend, pay on behalf of, indemnify, and hold harmless Hamburg Township, its elected and appointed officials, employees and volunteers, and others working on behalf of Hamburg Township against any and all claims, demands, suits, or loss, including all costs connected therewith, and for any damages which may be asserted, claimed, or recovered against or from Hamburg Township, by reason of personal injury, including bodily injury or death and/or property damage, including loss of use thereof, which arises out of, or is in any way connected or associated with this contract.

The Applicant covenants and agrees that it will have a representative on the premises at all times to monitor the set-up, use and tear-down of the use and all activities related to thereto and under no circumstances shall the use of the park be granted or sublet to any other group or organization without the express written permission of the Hamburg Township Board of Trustees.

Any Applicant or group or entity co-hosting an event must provide a Certificate of Insurance naming Hamburg Township as an additional insured and proof of that coverage must be provided prior to the issuance of the permit for the event. The Applicant and/or co-host of any event must comply with all rules, regulations and policies of the Township pertaining to the said use and will be ultimately responsible for any and all damages to any Hamburg Township property resulting from the use, and shall otherwise restore the Township property to its previous condition.

Personal Property Damage Claims: The applicant hereby releases Hamburg Township, Its elected and appointed officials, employees and volunteers, and others working behalf of Hamburg Township, from any and all liability or responsibility to the applicant or anyone claiming through or under the applicant by way of subrogation or otherwise, for any loss or damage to applicant's property resulting from any incident, except damages resulting from the gross negligence of the Township, as it relates to the activities and uses contemplated by the application. It is understood by the applicant that all private property kept, stored or maintained in and on the Hamburg Township Park and recreational facilities shall be so kept, stored or maintained at the risk of the Applicant.

Initials: gdm

Public Health & Safety: The applicant hereby swears and attests that they have complied with all aspects and intent, of Background Checks and that they are in compliance with the Michigan Sports Concession Law, Acts 342 & 343, Public Acts of 2012, as referenced in the Park Facility Use Policy and outlined in Appendix A. The applicant understands that falsification of the above statement and/or failure to comply with these requirements may result in the suspension and/or revocation of the use of the Hamburg Township parkland facilities.

Initials: gdm

Applicant's Signature: Gretchen McKernan Date: 6/13/2023

Co- applicant's Signature: _____ Date: _____

Parks Coordinator: [Signature] Date: 6/14/23

For office use only

Comments: medium hazard rec- WP only

Meeting Approval Dates: _____ Parks & Recreation _____ Public Safety _____ Township Board

Application has been (Circle one)



Approved



Denied

Hamburg Township Representative: _____